

**Hardwick Parish Council**  
**Meeting held on Tuesday 26 November 2013 in the School at 7.45 pm**

Present: Councillors: I Storr (Chairman), J Humphries, P Joslin, A Gill, R Worland and C Oakes.

In attendance: 6 members of the public, including Anne Jones (President, Hardwick Community Association) and Rev Alison Myers; County Cllr S Frost and Mrs A Griffiths (Minutes Secretary, LGS Services).

On a proposition by the Chairman, it was agreed to vary the order of business.

**1. To approve apologies**

Apologies were received from Cllrs Stewart and Freeman.

**2. Declaration of interests**

**2.1 To receive declarations of interests from councillors on items on the agenda**

None.

**2.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)**

None.

**2.3 To grant any requests for dispensations as appropriate**

None.

**3. To approve the minutes of the previous meeting on 22 October 2013**

RESOLVED that the minutes of the previous meeting on 22 October 2013 be unanimously approved <sup>(Prop RW, 2nd PJ)</sup>, and signed by the Chairman, after an amendment to Item 4.1 to read "it was not intended to apply for planning permission".

**Open public session including reports from the County and District Councillors**

Anne Jones, President of the Community Association, outlined plans to refurbish the Community Room by redecorating and replacing the curtains and blinds. A meeting with an interior decorator will take place on 9 December, to which user groups had been invited to contribute to the discussion.

Rev Myers also outlined proposals by the Community Association, Evangelical Church and St Mary's Church to establish a community café in the village, which would be accessible to all to promote hospitality and a sense of community, especially for the elderly. An application for a grant is to be made to SCDC and the Parish Council's support for the scheme, and possibly a donation, was requested to enable the grant application to proceed.

The anticipated costs of both projects were outlined. The costs of paint were expected to be approximately £1500-1600, curtains £1500-1900, with a further £3500-£4000 for the café.

The Parish Council indicated its willingness to support the project. RESOLVED to offer a donation of £1000 towards the project, subject to budget availability, held until the end of March. <sup>(Prop IS, 2nd JH, carried with 5 in favour and 1 against)</sup>

In order to enable the work to take place in the Christmas holidays, Mrs Jones requested further financial support by way of a loan of £800. RESOLVED to investigate the feasibility of this and respond in time for the meeting on 9 December.

**5. Matters arising and carried forward from the last or previous meetings for discussion/decisions**

5.0 The Clerk's report was noted.

5.1 (4.3) Newsletter Editor and Webmaster

On a proposition by the Chairman, the meeting was briefly suspended to enable Anne Jones to provide an update, and she was thanked for her interest. Mrs Jones reported that a potential editor had come forward to take on the editorship with the support of a committee, on which Mrs Jones and others would serve. Most of the people previously involved with the newsletter's production and delivery had expressed willingness to continue. A committee meeting is to take place on 10 December at 8pm to progress matters. It was suggested that a Parish Council member should be on the committee. The Chairman stressed that Hardwick Happenings was independent of the Council and the involvement of LGS Services in taking on the advertising role was explained. In response to a request that Parish Council minutes appeared in the newsletter, it was explained that these had to be approved first, but that the Council submitted a précis of meetings for inclusion in the newsletter. RESOLVED to send Mrs Jones details of the honorarium previously paid to the Editor and that Cllr Humphries be appointed to be the Council's representative on the Newsletter Committee.

It was noted that there was no news about a new webmaster. The Chairman expressed the hope that when Hardwick Happenings was up and running again someone would respond to an advertisement in the magazine for a webmaster.

County Cllr Frost arrived during this item. Rev Myers and another member of the public left the meeting.

5.2 (4.4) HSSC Lease – to consider what, if any, further action is required

It was noted that the HSSC had agreed to the heads of terms and the Solicitor was attending to the Lease.

On a proposition by the Chairman, it was agreed to vary the order of business to take Item 4.1 next. Mrs Jones left the meeting.

**4. Member appointments**

4.1 To elect a Vice-Chairman

Cllr Humphries was nominated by the Chairman but declined to accept the nomination due to pressure of work.

RESOLVED that Cllr Gill be elected Vice-Chairman. <sup>(Prop IS, 2nd PJ)</sup>

The remaining members of the public left the meeting.

4.2 To appoint/add another member to the planning role

RESOLVED unanimously to appoint Cllr Joslin to support Cllr Gill in the planning role <sup>(Prop IS, 2nd RW)</sup>. Planning applications are to continue to be sent to Cllr Gill.

Cllr Frost was invited to report. He apologised for late arrival and spoke to his written report which he distributed. This covered:

- Winter gritting readiness
- The Transport Strategy and the A14 consultations are now closed.
- Cycle way proposals
- The Local Highway Improvement Scheme
- The Scrutiny review of Coroner's Services.

5.3 (4.5) CCC Local Highway Improvements 2013-2014 – to consider the bid for works at Cahill's Corner and the Council's contribution

The draft bid was considered and additional comments were added. RESOLVED that the revised draft be emailed to all members and any feedback to be sent to the Chairman to pass to the Clerk to enable the bid to be submitted by the deadline.

RESOLVED that the Council understood that the work would cost in the region of £50,000 and that the Council would meet the shortfall in the funding up to a

maximum of £40,000. Cllr Frost's support for the application as County Councillor was sought. Cllr Frost left the meeting at 8.50 pm.

It was noted that The double yellow lines consultation letters had been distributed and the consultation was open until 6 December. Agenda item for the next meeting.

5.4 (7.1) Proposal that the Parish Council matches the value of the gritting equipment provided free of charge by CCC

Details of the equipment to be received from CCC are still awaited. Carried forward.

5.5 (8.2) Proposal for a new style replacement bin at Grenadier Walk

A price for supply and installation of the bin was awaited from SCDC. RESOLVED that a deep green Topsy bin should be installed near the swings. Carried forward.

5.6 (4.1) Andrew Campbell's response was noted.

5.7 (9) Wig Wags

RESOLVED that Cllr Worland should monitor the Wig-Wags operation following their the re-programming.

**6. Correspondence/communications received**

6.1 Hardwick Football Club – request for reduction of their fee for 2012/2013

RESOLVED to reply that the Parish Council is not unsympathetic to the Club's request but has spent a considerable amount on the recreation field and the recent upgrade to the hard courts. The Council is however willing to offer reduced fee of £200 for the season 2013-2014. (Prop AG, 2nd JH)

6.2 CCC Statement of Community Involvement consultation.

Noted.

**7. Planning Applications and Decision notices**

7.1 Planning applications received since the last meeting

7.1.1 S/1855/13/FL – 26 Ellison Lane – single storey front extension – to note response made between meetings

RESOLVED to note that the Parish Council had recommended approval.

7.1.2 S/2305/13/FL – 245 St Neots Road – Change of use to farm pickup and agricultural machinery showroom at front of premises with workshop and storage to rear

RESOLVED to recommend approval (Prop AG, 2nd IS)

7.2 SCDC Decision Notices

RESOLVED to note the following SCDC Decision Notices:

7.2.1 S/1947/13/AD – 175 St Neots Road – retain two previously permitted signs for which consent has expired and retain two unauthorised signs – Permission refused.

7.2.2 S/1873/13/FL – 5 Pershore Road – Conservatory – Permission granted.

7.2.3 S/1632/13/VC – 307 St Neots Road – Variation of condition 15 of Planning Consent S/1204/04/O so that 307 St Neots Road is no longer referenced as a live-work unit, to enable the property to be used as a residential dwelling (Class C3) – Permission granted.

7.2.4 S/1633/13/VC – 1 Meridian Close – Variation of condition 15 of Planning Consent S/1204/04/O so that No. 1 Meridian Close is no longer referenced as a live-work unit, to enable the property to be used as a residential dwelling (Class C3) – Permission granted.

7.2.5 S/1320/13/FL – Land adj 311 St Neots Road – erection of a dwelling. Permission granted.

7.3 Tree Works

7.3.1 54 Main Street

The Parish Council had no objections.

**8. Members reports and items for information only**

8.1 Proposal that the Parish Council consider CAPALC;s suggestion for a small grants scheme policy and application form

RESOLVED to adopt the recommended form and procedure for future grant applications by village groups and organisations. <sup>(Prop IS, 2nd PJ)</sup>

8.2 Chairman’s report on meeting with insurance company

RESOLVED to receive the Chairman’s report. It had been confirmed that the current process for play inspections, whereby defects were logged and reported and action taken, was acceptable to the Insurance company.

**9. Finance, procedure and risk assessment**

On a proposition by the Chairman it was agreed to vary the order of business. RESOLVED that in future the item for payment of bills should appear on the agenda at the end of this section.

9.2 Play areas and skate park inspection reports

RESOLVED to receive reports on the skatepark, Church Play area, and Egremont Road play area. RESOLVED that Cllr Humphries should note the number on the light which is not working and report this.

Cllr Bhachu is to be asked to submit his reports as soon as possible.

9.3 To consider any quotes for urgent work required because of risk

RESOLVED to note that the Clerk had contracted CGM repair the dog bin which had been knocked over by the Church at a cost of £75 plus VAT.

9.1 To receive the financial report and approve the payment of bills

RESOLVED to receive the financial report and the invoices and bank statements being checked before the cheques were signed at the end of the meeting. The payments as listed in the finance report, plus CCC (Archives binding) £5.00 and Coulson & Son (Pavilion guttering and roof tile repairs) £1095.60, were unanimously approved for payment <sup>(Prop PJ, 2nd JH).</sup>

Grounds by Rounds (Grounds maintenance)	£303.01
LGS Services (Admin support)	£1491.16
Salaries	£314.80
Guilden Morden Parish Council (Shared training)	£35.00

Credits including receipt of a VAT reclaim and bank interest were noted. A VAT adjustment of £10.00 was noted.

Members were encouraged to undertake training.

The Chairman reported on a call received from Grounds by Rounds.

**10. Members items for the next agenda and for the Clerk’s information and Closure of meeting**

The availability of grants from the SCDC Community Chest was noted.

Cllr Joslin reported on a communication from a developer who wished to develop south of Cambridge and had asked to attend a meeting to talk to the Parish Council. Cllr Joslin will forward details to the Chairman.

Cllr Humphries gave her apologies for lateness for the next meeting as she is involved in a school production.

There was no further business and the meeting closed at 9.45 pm.

Signed .....Chairman .....date.

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